

AIRPORT COMMISSION

MINUTES

Wednesday August 2, 2023-2:00 P.M.

**Lindbergh Conference Room
In Person and via Teleconference**

Members Present: Mr. Bales, Alderman Cohn, Mr. King, Mr. Kling, Mr. Lents, Dr. Moore, Dr. Nemanick, and Chairperson Hamm-Niebruegge

Via Teleconference: Mr. Cantwell, Judge Clarke (Ret), Mr. Fitzgerald, Ms. Fowler, President Green and Ms. Osborn

Absent: Mr. Bowman, Comptroller Green and Mr. Jacobs

Airport Staff: Becker, Beckmann, Christian, Cummings, Daniels, Futrell, Hampton, Jones, Jungk, Kinsey, Kulinsky, Lotz, Lyles-Wiggins, Martin, Moore, Salarano, Strong

Legal Staff: Bauman, Chavarria, Henderson and Yoffie

The Meeting was called to order at 2:00p.m.

1. EMPLOYEES OF THE QUARTER

- A. Joycelyn Martin from the Materials Management department
- B. Laura Futrell from the Public Relations department

2. MINUTES

- A. Approval is requested for the Minutes of the July 5, 2023 Regular Airport Commission Meeting.

A motion for approval was made by Mr. Lents and seconded by Mr. Bales.

There being no discussion, a vote was taken and the motion carried.

3. OPERATIONS

- A. Approval is requested of a First Amendment to the Service Agreement with Regency Enterprises Services for terminal cleaning services. This Amendment revises Appendix C of the Agreement and increases the Contract Not-To-Exceed Amount by \$928,633.04 from \$29,490,377.00 to \$30,419,110.04.

A motion for approval was made by Mr. Bales and seconded by Mr. King. Mr. Kulinsky provided details regarding the Service Agreement. In answer to questions from Dr. Nemanick, Mr. Kulinsky explained Regency is minority owned, but also utilizes MBE and WBE subcontractors. The participation numbers are current and not historical. There being no more questions, a vote was taken and the motion carried unanimously.

4. PROPERTIES

- A. Approval is requested of a First Amendment to the Concession Agreement with AvendCo, LLC (AI-252). This Amendment extends the expiration date of the Concession Agreement from November 30, 2023 to November 30, 2025, adjusts the sections pertaining to Minimum Annual Guarantee ("MAG") payments, and includes an option for additional specialty vending offerings. A motion was made by Dr. Nemanick and seconded by Alderman Cohn.

Mr. Salarano provided details. In answer to questions from Ms. Fowler and Mr. Lents, Mr. Salarano explained the MAG abatement language, which provides protection for the vendor on the downside, but noted there is also an upside to the airport through the percentage fee. Additionally, Mr. Salarano explained the Concession Agreement started December 1, 2018, and that Avendco was hit hard by COVID because demand for airport concessions dropped. Based on that, airport authority staff felt it appropriate to extend the contract. In answer to a question about what new types of vending might be anticipated which would not be subject to the new fee structure, Mr. Salarano did not give specifics, stating that he didn't want to get out in front of any projects AvendCo has in the works. Dr. Nemanick and Mr. Kling also asked questions about the locations and offerings provided. Mr. Salarano stated that the locations of the machines are determined by customer needs. Mr. Cohn asked how the MAG abatement works, and Mr. Salarano explained that the clause is triggered by drop in enplanements of more than 20% for the month, and that the abatement is tied to the enplanements percentage on a monthly basis.

There being no more discussion, a vote was taken and the motion was carried unanimously.

- B. Approval is requested of a Space Permit with SureWx, Inc. (AL-355). This Permit commences September 1, 2023 and expires August 31, 2026. The Permittee will pay the City \$1,000.00 annually. A motion for approval was made by Alderman Cohn and seconded by Mr. Lents.

Mr. Salarano provided the details. There being no discussion, a vote was taken and the motion was carried unanimously.

- C. Approval is requested of a Space Permit with Go Jet Airlines, LLC. The term of this Space Permit is three years beginning October 1, 2023 and ending September 30, 2026. Either party may terminate this Permit with ninety (90) days' notice. A motion for approval was made by Alderman Cohn and seconded by Dr. Nemanick.

In answer to Mr. Cohn's question regarding why this agreement differed from the previous space permit, Mr. Salarano stated that the \$1000 charged for the prior agreement is essentially an administrative fee, compared to the price per square foot fee structure for this permit. There being no more discussion, a vote was taken and the motion was carried unanimously.

- D. Approval is requested of an Airline Operating Agreement and Terminal Building Space Permit with Cargo Addendum ("AOA") with Airpac Airlines, Inc. (AL-414). This AOA commences on August 1, 2023 and expires June 30, 2025. Either party may terminate this AOA with thirty (30) days' notice. A motion for approval was made by Alderman Cohn and seconded by Mr. Bales.

Mr. Salarano provided the details. There being no discussion, a vote was taken and the motion was carried unanimously.

- E. Approval is requested of a Resolution adjusting fees and charges for non-public parking on Super Park Lot C for employees of Airport Use and Lease Agreement Signatory Airlines providing scheduled service to Terminal 2. A motion for approval was made by Dr. Moore and seconded by Alderman Cohn.

Mr. Salarano provided the details. There being no discussion, a vote was taken and the motion was carried unanimously.

5. OTHER BUSINESS

- A. The Commission was presented with a Memorandum listing service agreements equal to or less than \$10,000 executed within the last twelve (12) months (No action required).

One Contract with SSM Health DePaul. This is needed for the police department when making arrest to make sure the prisoner is fit for confinement.

- B. The Commission was presented with a Memorandum listing Film/Photography Permits executed within the last twelve (12) months (No action required).

There have been 3 permits issued over the last year, with fees of \$500.00 each.

Synchro Productions: The Last Wishes

Southern Made Productions: A Christmas Vintage

Shank Productions: Filming different scenes

Ron Stella has moved on and David Kulinsky is acting director of Operations & Maintenance. The bid has been posted.

This is Aeris Bauman's last meeting, he is also moving on.

Longtime city employee Todd Waelterman passed away.

Kingside Diner ribbon cutting took place on August 1, 2023, and was well received.

The Southwest schedule will be released tonight. July was a great month, with checkpoint enplanements over those from 2019. The June connecting traffic was slightly less than in 2019.

The Boeing lease is nearly finalized, and there will be a Special Commission Meeting on Wednesday August 9 at 1:00pm. It will be a zoom only meeting, with the lease being the only item on the agenda.

Longtime EAS partner Cape Air is exiting the airport. They lost the most recent EAS Market bid.

6. NEXT MEETING

Wednesday August 9, 2023 at 1:00pm (zoom)

7. ADJOURNMENT

A motion to adjourn was made by Mr. Bales and seconded by Alderman Cohn. The meeting adjourned at 2:40pm.

The foregoing were approved by the Airport Commission at its Regular Meeting held on September 6, 2023.


Rhonda Hamm-Niebruegge
Chairperson